

MIAMI TOWNSHIP BOARD OF TRUSTEES

APRIL 19, 2016

The Miami Township Board of Trustees met in regular session on Tuesday, April 19 at 7:00 PM. Trustee Karl Schultz called the meeting to order and led the Pledge of Allegiance. The invocation was given by Ken Tracy. Fiscal Officer Mr. Ferry called the roll. Attending were Trustees Karl Schultz and Ken Tracy. Mr. Tracy made a motion to approve the minutes of the March 15, 2016 business meeting and the April 11, 2016 work session, seconded by Mr. Schultz with all voting "AYE".

Correspondence: Mr. Ferry advised of a liquor permit with no objections issued to LaCruza Mexican Grill at 1067 St. Rt. 28 in Miami Township.

Special Personnel Action: Mr. Tracy made a motion to promote Sergeant Greg Jenkins to the position of Investigative Lieutenant with a twelve (12) month probationary period, at a starting pay rate of \$47.12 per hour with a starting date of May 8, 2016, seconded by Mr. Schultz with all voting "AYE".

Mr. Tracy made a motion to promote Sergeant Ted Swain to the position of Staff Services Lieutenant with a twelve (12) month probationary period, at a starting pay rate of \$47.12 per hour with a starting date of May 8, 2016, seconded by Mr. Schultz with all voting "AYE".

Mr. Tracy made a motion to promote Officer Rob Hirsch to the position of Sergeant with a twelve (12) month probationary period, at a starting pay rate of \$38.32 per hour with a starting date of May 8, 2016, seconded by Mr. Schultz with all voting "AYE".

Chief Madsen asked Rob Hirsch, his family, the Board and Joe Braun to come down for the ceremony. Chief Madsen gave background on Officer Hirsch. Joe Braun administered the oath of office. Assistant Chief Mills came forward and gave Badge #80 to Amy Hirsch for pinning. Chief Madsen introduced Sergeant Rob Hirsch.

Chief Madsen asked Sergeant Greg Jenkins and Sergeant Ted Swain and their families to come forward. Chief Madsen stated she is proud of these two men for taking on the new leadership roles. Chief Madsen gave background on Sergeant Jenkins and Sergeant Swain. Joe Braun administered the oath of office to Sergeant Jenkins. Assistant Chief Mills came forward with Badge #87. This badge was pinned on Lieutenant Jenkins. Joe Braun administered the oath of office to Sergeant Swain. Assistant Chief Mills came forward with Badge #88. This badge was pinned on Lieutenant Swain. Chief Mills introduced Badge #80 Sergeant Rob Hirsch, Badge #87 Lieutenant Gregory Jenkins and Badge #88 Lieutenant Edward Swain. Chief Madsen thanked the County Prosecutor, Vince Faris, Assistant Prosecutor Darrin Miller, Assistant Prosecutor Tom Scovanner and Lieutenant Doug Bentry from the Clermont County Sheriff's Department for attending this promotion ceremony. The Board took a recess for a reception for the newly promoted Police personnel.

Street Lighting Public Hearing: The public hearing for a street lighting district for Alpine Del was called to order. Mr. Wright explained the lighting district petition was received, a legal advertisement was done and the homeowners were notified of this public hearing. Mr. Wright also explained after the residents understood the legalities of a street lighting district, seven (7) of the eleven (11) residents signed a counter petition not in favor of the lighting district.

The Board asked for the applicant of the request for the lighting district to come forward and explain their request. Ms. Margaret Conradi of 727 Alpine Drive came forward and stated she is 80 years old and has been contributing to the one street light in the cul-de-sac with several other homeowners. Ms. Conradi stated she has been receiving the bill for the light then collecting from three other homeowners in the cul-de-sac. Ms. Conradi does not believe one person should be responsible for collecting from others when it benefits the whole street. Ms. Conradi is requesting the Board approve a street lighting district for Alpine Drive.

Ms. Pamela Bullen came forward stating she did sign the original petition however, she and six other residents have submitted a counter petition rescinding their signature from the original petition. Ms. Bullen does not believe the one light in the cul-de-sac benefits the residents at the front of the street.

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Mr. Wright noted that seven (7) of the eleven (11) homeowners now oppose the street lighting district. Mr. Braun, Law Director, noted under Ohio Revised Code 515.02 there is an option to create a lighting district for only the residents that are willing to pay for the light as long as those lots are adjoining. A new petition would have to be submitted, there would be another advertisement for a public hearing. Mr. Wright stated the new petition can be submitted to Jo Brotherton and the process can start again.

Ms. Barbara Herbert of Alpine Drive came forward to state she would be an adjoining property and willing to be a part of the street lighting district. Ms. Herbert asked if Duke will raise the price of the electric to have this district. Mr. Wright stated the rates per hour will not increase because it has become a lighting district.

The Board advised Ms. Conradi to start the process again and get it into the office so the burden of her getting the bill and collecting from neighbors will end.

Mr. Tracy made a motion to deny the street lighting request for Alpine Del, seconded by Mr. Schultz with all voting "AYE".

Mr. Tracy made a motion to close the public hearing, seconded by Mr. Schultz with all voting "AYE".

Department Reports: A representative of each department presented a report of activities during the month of March 2016

Community Development	Mr. Elliff
Finance	Mr. Ferry
Fire/EMS	Assistant Chief Mack
Police	Chief Madsen
Recreation	Mrs. Thibodeau
Service	Mr. Musselman
Administration	Mr. Wright

Old Business: None

New Business: Mr. Tracy made a motion to pay the bills of the Township with: 352 checks numbered 123621 - 123973 and 19 electronic checks numbered 731 - 750 for the total amount of \$1,735,388.54 plus payroll and payroll taxes for the week of 03/12/2016 in the amount of \$382,998.09 payroll and payroll taxes for the week of 03/26/2016 in the amount of \$365,831.66 and payroll and payroll taxes for the week of 04/13/2016 in the amount of \$378,087.62, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised of the need for a Then and Now Certificate in the amount of \$100,245.11.

Mr. Tracy made a motion to adopt Resolution 2016-20 authorizing the Township Fiscal Officer to issue and certify a Then and Now Certificate for payment of various expenditures, totaling \$100,245.11 and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright presented the following personnel actions: In the Service Department to accept the resignation of Brad Roettele effective April 11, 2016

Mr. Tracy made a motion to accept to approve the Service Department personnel action as submitted, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright recommended the Board offer Conditional Employment to David Huffman and Jason Walton for the position of part-time laborer in Parks and Roads. This will bring the Service Department to full staffing in their part-time ranks and will allow the background check and drug screening to proceed.

Mr. Tracy made a motion to accept to approve the Service Department personnel action as submitted, seconded by Mr. Schultz with all voting "AYE".

In the Recreation Department, Mr. Wright is recommending the Board offer Conditional Employment to Hannah Rogers, Mollie Vonderhaar, Sean Vonderhaar and Kaleb Zink as Recreation Assistants. Granting Condition Employment will allow the background check and drug screening to proceed.

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Mr. Tracy made a motion to accept to approve the Recreation Department personnel action as submitted, seconded by Mr. Schultz with all voting "AYE".

In the Fire Department, Mr. Wright is recommending the Board accept the resignation of Stephen Roos from his position as a part-time Firefighter/Medic effective April 30, 2016.

Mr. Tracy made a motion to accept to approve the Fire Department personnel action as submitted, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the April work session, the Fire Department is requesting to purchase six (6) Dell desktop computers with monitors and a memory upgrade for each at a total cost of \$5,668.67.

Mr. Tracy made a motion to approve the purchase six (6) Dell desktop computers with monitors and a memory upgrade for each at a total cost of \$5,668.67, seconded by Mr. Schultz with all voting "AYE".

Also as discussed at the April work session, the Fire Department is requesting to repave the North Fire Station, which would also include concrete work, at a cost of \$26,815.00.

Mr. Tracy made a motion to approve the bid from JK Muerer for the Fire Department repaving and concrete work at the North Fire Station in the amount of \$26,815.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised as discussed at the April work session, the Police Department is requesting the Board approve a bid of \$3,775.00 from Volz Painting to paint the exterior of the Police Department building.

Mr. Tracy made a motion to approve a bid in the amount of \$3,775.00 from Volz Painting for the painting of the exterior of the Police Building, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright presented out of Township travel requests for the Fire Department that was discussed at the April work session. Chief Kelly is requesting to send Jeremy Shiflett and Donald Gates to the annual Indiana River Rescue School in South Bend, Indiana May 8th through May 13th at a cost not to exceed \$2,100.00.

Mr. Tracy made a motion to approve the out of Township travel request for Jeremy Shiflett and Donald Gates to attend the annual Indiana River Rescue School in South Bend, Indiana May 8th through May 13th at a cost not to exceed \$2,100.00

Mr. Wright explained the Police Department was approached by Loveland Police Department about a joint grant and ongoing purchase of an investigative tool for data recovery of mobile devices. We were selected for the grant and are now at the stage of training personnel. The Police Department is requesting approval to send Terry Eshman to this training hosted by the Arlington Heights Police Department in Illinois, June 13-17, 2016 at a cost of \$2,300.00.

Mr. Tracy made a motion to grant the out of Township travel for Detective Terry Eshman to attend the MSAB Office kit, XRY certification training in Arlington Heights, Illinois June 13 through 17, 2106 at a cost not to exceed \$2,300.00, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Police Department, Fire/EMS Department and Community Development Department are in possession of miscellaneous surplus equipment that is no longer necessary for its operation or is obsolete. Mr. Wright is recommending the Board adopt a resolution disposing of this surplus equipment by Internet Auction.

Mr. Tracy made a motion to adopt Resolution 2016-21 a resolution authorizing the disposal of surplus property and authorizing the sale of unneeded or obsolescent personal property no longer necessary for Township use by Internet Auction pursuant to Section 505.10 of the Ohio Revised Code and dispensing with the second reading and as listed on Exhibit A of this resolution, seconded by Mr. Schultz with all voting "AYE".

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Mr. Wright advised that the Service Director is requesting the Board adopt a resolution which will allow the Township to make purchases from the ODOT State Cooperative Purchasing Program. The program makes it possible to purchase items that have already been bid by the State of Ohio without having to go through the cost and time constraints to bid it on our own and it typically results in significant savings.

Mr. Tracy made a motion to adopt Resolution 2016-22 a resolution authorizing participation in ODOT Cooperative Purchasing Program and dispensing with the second reading, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Board that the Clermont County Water Resources Department is planning a waterline replacement project for the existing waterline on Wards Corner Road in front of the North Fire Station. The County has the need to acquire a very small amount of our property in front of the North Station. The County has prepared a settlement sheet in which they determined the value of the easement to be \$1,318.50. Mr. Wright is recommending the Board accept the offer of \$1,318.50 from the Board of Clermont County Commissioners for a waterline easement located on Wards Corner Road, recommend the Board execute the Grant of Water Easement and authorize the Township Administrator, with approval of the Law Director, to execute any and all documents associated with the granting of this standard utility easement.

Mr. Tracy made a motion to accept the offer of \$1,318.50 from the Board of Clermont County Commissioners for a waterline easement located on Wards Corner Road, recommend the Board execute the Grant of Water Easement and authorize the Township Administrator, with approval of the Law Director, to execute any and all documents associated with the granting of this standard utility easement, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that the Clermont County Water Resources Department opened bids on March 17th for the Miamiville Sewer Extension Project that will extend sewer to the new AIM-MRO building. Seven bids were received and the base bid and the alternates to include extending sewer to Bett Ann Lane and Riverview Lane came in 26% below the engineer's estimate. The total cost to the Township would be \$692,112 and this is after subtracting the \$49,585 that the County would pay for the difference of upsizing the diameter of the line. This construction expense of the Township can be accommodated with the revenue that we will receive over the next ten years from the TIF proceeds paid for by the AIM-MRO owner. Mr. Wright is recommending the Board recommend that the Clermont County Board of Commissioners enter into a contract with Fields Excavating, Inc for the Miamiville Sewer Extension Project.

Mr. Tracy made a motion to recommend that the Clermont County Board of Commissioners enter into a contract with Fields Excavating, Inc. for the Miamiville Sewer Extension Project for the base contract and Alternates 1 and 2 and to authorize the Township Administrator to act on the Board's behalf to execute any documents, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised we will be issuing debt for four necessary capital projects at one time. The projects include the new Fire Station 29; the sanitary sewer project in Miamiville; the Police Station facility improvements and the EMS vehicle replacements. The projects are all included in the 2016 Budget and the bond proceeds and debt service have been included in the budget as well. The Township has not issued new debt since 2006. We anticipate these municipal bonds being sold to the market in mid to late May. Mr. Wright stated he and Mr. Taphorn, Deputy Fiscal Officer, have requested that the debt tables have different lengths of repayments due to different nature and costs of the projects. We have requested that the payments be structured in a way that will have fairly equal payments each year so we have a good condition for budgeting the payments. The debt service payments will be funded by existing TIF and RID districts. Mr. Wright stated there are six resolutions that are necessary to begin the debt issuance process.

Mr. Wright explained the first resolution is a Various Issuances which consolidates the four components of the debt issuance into a single item for economy of scale. Mr. Wright recommends the Board adopt Resolution 2016-23 authorizing the issuance of not to exceed \$5,165,000 Various Purpose General Obligation Bonds for the purpose of acquiring and constructing various capital improvements, the execution of a bond purchase agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the bonds, authorizing an official

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statement, and other necessary agreements and certificates, dispensing with the second reading and declaring an emergency.

Mr. Tracy made a motion to adopt Resolution 2016-23 authorizing the issuance of not to exceed \$5,165,000 Various Purpose General Obligation Bonds for the purpose of acquiring and constructing various capital improvements, the execution of a bond purchase agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the bonds, authorizing an official statement, and other necessary agreements and certificates, dispensing with the second reading and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the project for Fire Station 29 involves the construction, design and site improvements for a new 10,000 square foot Fire Station to be located at the intersection of State Route 131 and Sugar Camp Road. Mr. Wright is recommending the Board adopt Resolution 2016-24 authorizing the issuance of not to exceed \$3,365,000 Fire Station Improvement Bonds for the purpose of constructing a new fire station, authorizing the execution of a Bond Purchase Agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the Bonds, the preparation of an official statement, and the execution of other necessary agreements and certificates, dispensing with the second reading and declaring an emergency.

Mr. Tracy made a motion to adopt Resolution 2016-24 authorizing the issuance of not to exceed \$3,365,000 Fire Station Improvement Bonds for the purpose of constructing a new fire station, authorizing the execution of a Bond Purchase Agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the Bonds, the preparation of an official statement, and the execution of other necessary agreements and certificates, dispensing with the second reading and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the EMS Vehicles project involves retrofitting with new chassis two existing ambulances as well as replacing one existing rescue vehicle. Mr. Wright is recommending the Board adopt Resolution 2016-25 authorizing the issuance of not to exceed \$500,000 Emergency Equipment Acquisition Bonds for the purpose of purchasing new ambulances, authorizing the execution of a Bond Purchase Agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the bonds, the preparation of an official statement, and the execution of other necessary agreements and certificates, dispensing with the second reading and declaring an emergency.

Mr. Tracy made a motion to adopt Resolution 2016-25 authorizing the issuance of not to exceed \$500,000 Emergency Equipment Acquisition Bonds for the purpose of purchasing new ambulances, authorizing the execution of a Bond Purchase Agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the bonds, the preparation of an official statement, and the execution of other necessary agreements and certificates, dispensing with the second reading and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised the Police Building project involves the total rehabilitation of the lower level of the forty year old Police Department and structural improvements to the police campus. Mr. Wright is recommending the Board adopt Resolution 2016-26 authorizing the issuance of not to exceed \$500,000 Building Improvement Bonds for the purpose of constructing building improvements, authorizing the execution of a Bond Purchase Agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the bonds, the preparation of an official statement, and the execution of other necessary agreements and certificates, dispensing with the second reading and declaring an emergency.

Mr. Tracy made a motion to adopt Resolution 2016-26 authorizing the issuance of not to exceed \$500,000 Building Improvement Bonds for the purpose of constructing building improvements, authorizing the execution of a Bond Purchase Agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the bonds, the preparation of an official statement, and the execution of other necessary agreements and certificates, dispensing with the second reading and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

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Mr. Wright advised the Miami Sewer project will extend the sanitary sewer trunk line from the Wards Corner waste water treatment plant to the new AIM-MRO building in Miami. Mr. Wright is recommending the Board adopt Resolution 2016-27 authorizing the issuance of not to exceed \$800,000 Sewer System Improvements bonds for the purpose of constructing sanitary sewer improvements, authorizing the execution of a bond purchase agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the bonds, the preparation of an official statement, and the execution of other necessary agreements and certificates, dispensing with the second reading and declaring an emergency.

Mr. Tracy made a motion to adopt Resolution 2016-27 authorizing the issuance of not to exceed \$800,000 Sewer System Improvements bonds for the purpose of constructing sanitary sewer improvements, authorizing the execution of a bond purchase agreement appropriate for the sale of the bonds, the execution of a Certificate of Award containing the final terms of the bonds, the preparation of an official statement, and the execution of other necessary agreements and certificates, dispensing with the second reading and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright explained both the SEC and the IRS have come out in recent years recommending that Issuers adopt such policies to help insure that issuers are actually complying with the tax and securities rules and requirements when they issue municipal securities. Mr. Wright is recommending the Board adopt Resolution 2016-28 providing for the adoption of post-issuance compliance policies and procedures for tax exempt obligations and continuing disclosure obligations and dispense with the second reading and declaring an emergency.

Mr. Tracy made a motion to adopt Resolution 2016-28 providing for the adoption of post-issuance compliance policies and procedures for tax exempt obligations and continuing disclosure obligations and dispense with the second reading and declaring an emergency, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright noted the Board discussed the Miami Meadows Playground replacement at the April work session. The Board felt Option A was the best option. Mr. Wright is recommending the Board purchase replacement playground equipment from Snider Recreation in the amount of \$199,431.00.

Mr. Tracy made a motion to purchase replacement playground equipment from Snider Recreation in the amount of \$199,431.00, seconded by Mr. Schultz with all voting "AYE".

As discussed at the April work session, Mr. Wright explained all Township street name signs will have to comply with the new ODOT standard for reflectivity. One subdivision has requested their signs be upgraded in 2016. There are seven signs in that subdivision. Each sign will cost \$60 for a total of \$420. Mr. Wright is recommending the Board approve the purchase of the new ODOT standard reflective street signs in 2016 to be prepared for installation in early 2017.

Mr. Tracy made a motion to purchase the new ODOT standard reflective street signs in 2016 to be prepared for installation in early 2017, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that we received nine competitive bids for general contractors for the construction of the proposed Fire Station 29 project. The recommendation base design and alternates would keep the third apparatus bay, replace a portion of the existing asphalt with heavy duty asphalt, reduce the cost of the proposed siding and reduce the cost of the proposed overhead garage doors. No other alternates would be included. Based on in-person interviews of the three lowest bidders, multiple client reference check and vetting and a recommendation from our project architect, staff is recommending Endeavor Construction as the lowest responsive and responsible bidder.

Mr. Tracy made a motion to determine Endeavor Construction as the lowest responsive and responsible bidder and authorize the Township Administrator to enter into a contract with Endeavor Construction for the construction of the Fire Station 29 at a cost of \$2,928,000, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright explained part of the work needed for the Station 29 project will be the need for testing and sampling for the earthwork at the site, the foundation and the construction materials. All of our previous geological surveys and testing have been done by Thelen Associates. Mr. Wright is presenting a proposal from Thelen to do the work that is required in the construction phase. The total

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amount for their services will be \$20,999.30 however, that number might adjust up or down based on the actual work that will be required as the project progresses. Mr. Wright is recommending the Board approve a contract with Thelen Associates in the amount of \$20,999.30 for the construction materials testing for the fire Station 29 construction project.

Mr. Tracy made a motion to authorize a contract with Thelen Associates in the amount of \$20,999.30 for construction materials testing for the Fire Station 29 construction project, seconded by Mr. Schultz with all voting "AYE".

Mr. Wright advised that every May the Township's Property and Liability Insurance Policy is up for renewal. The 2016-2017 renewal is \$140,290.00. If we renew our policy with OTARMA Miami township will be receiving a 2016 Capital Distribution (rebate) of \$8,444.50. With the rebate the annual premium cost will still be approximately \$7,000 more than the previous year. Mr. Wright is recommending the Board renew our Property and Casualty insurance with OTARMA in an amount not to exceed \$140,290.00.

Mr. Tracy made a motion to renew out Property and Casualty insurance with OTARMA in an amount not to exceed \$140,290.00, seconded by Mr. Schultz with all voting "AYE".

Public Comment: None

Executive Session: None

With no further business to come before the Board the meeting was adjourned at 8:01 p.m.

ATTEST: _____
Eric C. Ferry, Fiscal Officer

Karl Schultz, Chairperson